

S E C R E T

DDA 85-0693

17 MAR 1983

MEMORANDUM FOR: Comptroller

FROM: Harry E. Fitzwater
Deputy Director for AdministrationSUBJECT: Reprogramming of Office of Communications
Personal Services Funds to Permit Hire of
Independent Contractors

1. Permission is requested to reprogram [] from Personal Services to Miscellaneous Contractual Services - Independent Contractors (SOC 2539). This will allow the Office of Communications (OC) to hire up to thirty [] independent contractors to meet existing personnel shortages. [] 25X1

2. This request is caused by the chronic understrength condition prevailing in OC in the face of burgeoning demands for additional skilled communications personnel. The situation is further exacerbated by the time critical nature of current Agency and national requirements. Due to the sensitive, bigoted activities associated with some of the requirements, a detailed breakdown of the factors leading to this request can, if necessary, be provided at an appropriate forum. A broad breakdown is provided below. [] 25X1

3. Independent contractors can effectively increase OC's ability to address shortfalls in four major areas. Without the assistance of independent contractors, shortfalls in communications support will continue in these areas:

a. Traditional Support Related to Staff Communications

OC, at 63 understrength office-wide, is unable to respond to the traditional communications support requirements of CIA, the Intelligence Community, and other customers. Of particular concern is the shortage of 37 communications operations officers and 12 technical officers. In striving to meet current hard operational requirements by spreading existing manpower more thinly, we are mortgaging the future

S E C R E T

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S E C R E T

SUBJECT: Reprogramming of Office of Communications Personal
Services Funds to Permit Hire of Independent Contractors

and undermining our recapitalization effort.
Deficiencies such as inadequate training, shortened
or deferred home leave, inordinate overtime, overtaxed
personnel, and failures
are resulting from this course of action.

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S E C R E T

SUBJECT: Reprogramming of Office of Communications Personal
Services Funds to Permit Hire of Independent Contractors

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4. It should be emphasized that independent contractors are essential to enabling OC to meet the needs described above. The independent contractors will be used to handle or support special projects, provide technical assistance, and perform such other functions as are suitable to their employment status. While the long-term answer to our staffing shortages is responsive recruiting, extraordinary times call for extraordinary measures--OC needs help now. Even with effective recruitment, it takes over a year to properly train and place communications officers in productive positions. I am convinced that independent contractors can provide justified assistance. Thus, your immediate attention to this matter would be appreciated.

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/s/
Harry E. Fitzwater

APPROVED:

/s/*

Comptroller

29 March 1983

Date

*With the understanding that non personal
services funds will be identified for this purpose.

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